



# MISSILE DEFENSE AGENCY DATA CENTERS USER ACCESS REQUEST FORM



|   |  |  |                                     |
|---|--|--|-------------------------------------|
| <b>1. USER NAME &amp; TITLE</b>   |  | <b>10. DATE SUBMITTED</b>  | <i>Date Received at Data Center</i> |
| <b>2. ORGANIZATION</b>  |  | <b>11. USER TYPE (Check One)</b>   |                                     |
| <b>3. ADDRESS</b>   |  | a. U. S. GOVERNMENT AGENCY <input type="checkbox"/>  |                                     |
|   |  | b. U. S. GOVERNMENT CONTRACTOR <input type="checkbox"/>  |                                     |
|   |  | Government Contract No: _____  |                                     |
|   |  | Government Contract Expiration Date: _____   |                                     |
|   |  | Contract Title: _____  |                                     |
| <b>4. PHONE NUMBER</b>  |  | <b>12. CLASSIFICATION OF DATA USER AUTHORIZED TO ACCESS</b><br>(Check all that apply. For Contractors: Per DD254 for contract in 11b.) |                                     |
| <b>5. FAX NUMBER</b>  |  | <input type="checkbox"/> Unclassified <input type="checkbox"/> CNWDI <input type="checkbox"/> RD                                       |                                     |
|   |  | <input type="checkbox"/> Confidential <input type="checkbox"/> FGI <input type="checkbox"/> FRD  |                                     |
|   |  | <input type="checkbox"/> Secret <input type="checkbox"/> NOFORN <input type="checkbox"/> Other   |                                     |
| <b>6. E-MAIL ADDRESS</b>  |  | <b>13. GOVERNMENT PROGRAMS SUPPORTED BY USER</b>   |                                     |
| <b>7. MEDIA TYPE AND FORMAT REQUIREMENTS</b>                              |  | <b>14. PLANNED USE OF THE DATA (Check all that apply)</b>  |                                     |
| <b>8. VIRTUAL DATA CENTER (VDC) REQUIREMENTS</b>                          |  | <input type="checkbox"/> Planning/Development <input type="checkbox"/> Analysis/Evaluation   |                                     |
| <input type="checkbox"/> Classified VDC (MDANet Access Required)          |  | <input type="checkbox"/> Execution/Demonstration <input type="checkbox"/> V V & C/A  |                                     |
| <input type="checkbox"/> Unclassified VDC (VDC Private Portal)            |  | <input type="checkbox"/> Other (Put additional details in Block 17):   |                                     |
| <input type="checkbox"/> Please Send Additional Information About the VDC |  | <b>15. GOVERNMENT SPONSOR NAME AND ADDRESS</b>   |                                     |
| <b>9. TYPE OF DATA REQUESTED</b>  |  | <b>16. GOVERNMENT AUTHORIZATION OF NEED-TO-KNOW</b>  |                                     |
|   |  | Signature: _____   |                                     |
|   |  | Printed Name: _____  |                                     |
|   |  | Title: _____   |                                     |
|   |  | Date Signed: _____   |                                     |
|   |  | Phone No: _____  |                                     |
|   |  | FAX No: _____  |                                     |
|   |  | E-MAIL: _____  |                                     |
| <b>17. COMMENTS</b>   |  |  |                                     |

Send completed form to one of these MDA Data Centers (Send only to one. Registration with one DC registers user with all DCs):

(REVISED 10/23/02)

Advanced Missile Signature Center  
(AMSC)  
User Support Representative  
939 Avenue C  
Arnold AFB, TN 37389-9900  
Phone: (931) 454-3333 or DSN 340  
FAX: (931) 454-4611 or DSN 340  
E-Mail: amsc@arnold.af.mil

BMDS Integration Data Center  
(BMDS IDC)  
Registration Manager  
720 Irwin Ave  
Schriever AFB, CO 80912-7200  
Phone: (719) 567-0990 or DSN 560  
FAX: (719) 567-8090 or DSN 560  
E-Mail: registrar@jntf.osd.mil

Missile Defense Data Center  
(MDDC)  
User Support Representative  
P. O. Box 11190  
Huntsville, AL 35814  
Phone: (256) 895-7826  
FAX: (256) 895-7820  
E-Mail: usr@cas-mddc.com

Naval Surface Warfare Center  
Corona Division (NSWC COR)  
User Support Representative  
P. O. Box 5000  
Corona, CA 92878-5000  
Phone: (909) 273-4080 or DSN 933  
FAX: (909) 273-4748 or DSN 933  
E-Mail: VDC@corona.navy.mil

Virtual Data Center  
(VDC)  
Help Desk  
720 Irwin Ave  
Schriever AFB, CO 80912-72000  
Phone: (719) 567-8046 or DSN 560  
FAX: (719) 567-8090 or DSN 560  
E-Mail: vdchelpdesk@jntf.osd.mil

**MISSILE DEFENSE AGENCY DATA CENTERS  
USER ACCESS REQUEST FORM INSTRUCTIONS**

1. User Name & Title: Title (Dr/Mr/Ms/Capt/etc.), first name, middle initial, last name of User
2. Organization: User's organization (company name or government agency)
3. Address: Mailing address of User
4. Phone Number: User's work telephone number
5. FAX Number: User's FAX telephone number
6. E-Mail Address: User's Internet E-Mail address (ex. vdchelpdesk@jntf.osd.mil)
7. Media Type & Format Requirements: List Hardware (i.e. SGI, SUN, PC), Media Type (i.e. 8mm, 4mm, CD-ROM, ZIP, JAZ, Video, diskette, etc.), & Media Format (i.e. UNIX-TAR, DOS, VHS, SVHS, UMATIC, etc.) requirements.
8. Virtual Data Center (VDC) Requirements: Indicate your requirements for access to the Virtual Data Center (VDC) network(s). Options include the Classified VDC (MDANet Access Required), Unclassified VDC (VDC Private Portal), or you can request additional information about the VDC.
9. Type of Data Requested: Brief, unclassified description of the type of data the User is requesting to access at the Data Center. Data description can be general &/or specific:  
  
GENERAL - Missile Signature Data, Tactical Missile Data, Hardbody Data, Background Data, War Gaming, Models & Simulations, etc.  
  
SPECIFIC - Atlas, COMET West, Hera, MSX, STORM, THAAD, etc.
10. Date Submitted: Date User Access Request Form submitted for approval
11. User Type:
  - a. Government Agency: Check this box if User works for a government agency.
  - b. Government Contractor: Check this box if User works for a government contractor and enter:
    - Government Contract Number
    - Government Contract Expiration Date
    - Contract Title
12. Classification of Data User Authorized to Access: Check all classification levels of data that the User is authorized to access (i.e. has a need-to-know) such as unclassified/Distribution C data, confidential, secret, etc. & any special access (or compartmented) data (such as NOFORN) the user may need to acquire from the Data Center(s).  
  
For **Contractors**: Classification levels should agree with access levels specified on the **DD254** Form associated with the government contract listed in Block 11b. Additional details or caveats should be listed in Block 17 (Comments).
13. Government Programs Supported by User: List all government (esp. MDA funded) programs that the User supports for which the user may need to acquire data from the Data Center. (Ex. ABL, BPI, SBIRS, THAAD etc).
14. Planned Use of Data: Indicate planned usage of the data to be requested from the Data Center(s) such as Planning/Development, Execution/Demonstration, Analysis/ Evaluation, and/or VV & C/A. Details of other usage should be listed in Block 17 (Comments).
15. Government Sponsor Name & Address: Name and address of the government agency that is sponsoring the User. (An authorized representative from this agency must sign in Block 16 in order to verify User's need-to-know.)
16. Government Authorization of User Need-to-Know: Signature of government official authorized to verify the User's need-to-know for the data requested from any MDA Data Center. (This official must work for the government agency listed in Block 15.)  
  
For a **Government User**, the signature of the User's program manager, supervisor, security officer or other authorized official is required.  
  
For a **Contractor User**, the signature of the User's government sponsor (for contract number listed in Block 11b) is required. The printed name, title, the date signed, phone number, fax number, & email address of the person verifying the user's need-to-know should also be included.  
  
Send signed form to any one of the listed Data Centers. There is no need to send the form to all the Data Centers. Registration with one Data Center registers the user with all the MDA Data Centers.
17. Comments: Any additional requests or information the User needs to include. Also, any restrictions, caveats, conditions, or special instructions that the government sponsor needs to explain about the User's request or need-to-know should be entered in this section.